

Rolling Actions Log

August 2019



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	Locality Improvement Plans	17-11-17	To agree that community planning would be covered at a future development session.	Chief Officer, Edinburgh Health and Social Care Partnership		Recommended for closure – community planning as a development session topic was initially raised in 2017 as an outcome of the LIP. As the LIP is in operation and community planning is embedded within locality services and it is unclear what part of community

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						planning would be covered, it is proposed to close this action.
2	Edinburgh Alcohol and Drug Partnership Funding	26-01-18	That a briefing note be sent to Joint Board members setting out the broader challenges and information on approaches taken by the other Lothian IJBs and the impact of service review, redesign and efficiencies in each area of change.	Chief Officer, Edinburgh Health and Social Care Partnership	July 2019	Recommended for closure – this action has been outstanding since January 2018 – the action provides little context on the focus of the briefing note and in light of the EIJB not being webcast at this time, it is recommended that this action is closed.
3	City of Edinburgh Council Motion by Councillor Miller – Attracting and Retaining Carers	29-06-17	1) Agrees to call for a report into the improvements including pay and conditions that could attract and retain care workers, in comparison to other employment options, and meet the shortfall in care provision, taking into account the results of the research. 2) To instruct officers to remit the report to the Integration Joint Board and Corporate Policy and Strategy Committee for further scrutiny.	Chief Officer, Edinburgh Health and Social Care Partnership	July 2019	Recommended for closure – the “Older people’s inspection report” went to Policy and Sustainability Committee on 5 August. This report highlighted ongoing work as part of the Partnership’s action

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	(Agenda for 29 June 2017)					plan to attract and retain care workers as well as increase care capacity.
4	Business Resilience Arrangements and Planning – Spring Update	18-05-18	That an update report be submitted to the Joint Board by the end of 2018.	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019 August 2019	This item is expected for the October EIJB.
5	2018/19 Financial Plan	18-05-18	<p>1) To note that the Chief Officer intended to arrange a workshop on the overall programme delivery.</p> <p>2) To agree that the Chief Officer would submit a report to the next meeting of the IJB providing an interim update on progress against savings targets</p>	Chief Officer, Edinburgh Health and Social Care Partnership	November 2018 Ongoing	<p>1) Closed – covered at the IJB Development Session on 6 November 2018.</p> <p>2) Recommended for closure – this was included in the Finance Update report on the agenda for December 2018 but was agreed at Committee on</p>

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						February 2019 to remain open until budget discussions were complete. A briefing note on the progress against savings target will be circulated to the EIJB on 12 August, therefore it is recommended that this action is closed.
6	The Inclusive Homelessness Service at Panmure St Ann's	18-05-18	To ask the Council and NHS Lothian to develop a framework for the funding of capital projects that are developed in partnership.	Chief Officer, Edinburgh Health and Social Care Partnership	June 2019	Recommended for closure – report was considered at the June 2019 meeting (item 6.4).
7	IJB Risk Register	15-06-18	That the Chief Officer would circulate a briefing note to members on finance structures across the City of Edinburgh Council and NHS Lothian, and the interface between the respective groups.	Chief Officer, Edinburgh Health and Social Care Partnership	November 2019 August 2019	This work is part of the development of the terms of reference for the sub committees. It was agreed at the last EIJB that the TOR's will be discussed at the

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						first meetings of the committees – the last meeting will be the Clinical and Care Governance meeting in November 19.
8	Publication of Annual Performance Report	15-06-18	That a future development session or workshop would consider what measurements to include in future versions of the report, and how these would be linked with Directions.	Chief Officer, Edinburgh Health and Social Care Partnership	August 2019	Recommended for closure – the report on the proposed programme of Development Sessions for 2019/20 was considered by the Board on 29 March 2019 and continued for further review to a future Board meeting. It is proposed that this workstream is picked up by the Performance and Delivery committee, therefore it is recommended that this is closed from the EIJB action log and monitored via the

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						performance and delivery process.
9	Evaluation of 2017/18 Winter Plan and Winter Plan 2018/19	28-09-18	<p>1) That a business case for the expansion of the Hospital at Home service would be presented to the Joint Board by the end of March 2019.</p> <p>2) That officers would circulate details of the flu vaccination programme to enable members to promote to citizens, colleagues and partner organisation.</p>	Chief Officer, Edinburgh Health and Social Care Partnership	December 2019	<p><u>June 2019</u></p> <p>There is currently no funding available for H@H expansion from June 2019. As part of the budget savings proposals H@H has been set a savings target of £500K. Dr Anita Logandra has started her H@H study - it will take 3 months.</p> <p>2) Closed – circulated on 8 October 2018</p>

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10	John's Campaign	29-09-18	<p>To request an update report in 12 months' time on progress in carrying out the recommendations of the report:</p> <ol style="list-style-type: none"> 1) To agree that all hosted older peoples in bed services formally sign up to John's campaign. 2) To agree that all local authority care homes sign up to John's campaign. 3) To work in partnership with the independent sector and the voluntary sector to embed John's campaign across all older people's residential services within the Edinburgh. 4) To support the launch of John's campaign in Edinburgh. 5) To agree that the benefits of John's Campaign should be formally measured. 	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019 September 2019	
11	Draft Edinburgh IJB Strategic Plan 2019-2022	14-12-18	To agree that a final plan would come back to the February meeting of the IJB with Directions linked to finance, with clear options for the IJB to deliberate.	Chief Officer, Edinburgh Health and Social Care Partnership	August 2019	On the agenda for the 20 August 2019 meeting.
12	Transitions for Young People with a disability	14-12-18	To request an update on progress of the 5 key action points in 12 months.	Chief Officer, Edinburgh Health and	December 2019	

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	from children's services to adult services Edinburgh Health and Social Care Partnership			Social Care Partnership		
13	Impact of Audit Scotland Report Health and Social Care Integration on Edinburgh Integration Joint Board	08-02-19	To request that the Chief Officer report on actions being taken across all organisations in support of the recommendations in the Audit Scotland report in relation to the Edinburgh Integration Joint Board and request a further report on this to come to the Audit and Risk Committee in six months.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2019 August 2019	This will be submitted to the Audit and Assurance Committee in November 2019.
14	Communications Action Plan for the EIJB	08-02-19	To agree to updates on this as it develops, at least annually.	Chief Officer, Edinburgh Health and Social Care Partnership	February 2020	

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15	Minute of Strategic Planning Group of 30 November 2018	29-03-19	To note that the Chief Officer would provide a presentation on prescribing to a future meeting of the Joint Board.	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019 August 2019	
16	Carers Strategy	29-03-19	To ask the Chief Officer to report to a future meeting of the Joint Board setting out clear timelines for delivering the implementation plan for the Strategy.	Chief Officer, Edinburgh Health and Social Care Partnership	August 2019	On the agenda for the 20 August 2019 meeting.
17	Short Break Services Statement (Unpaid Carers)	29-03-19	To agree that the Chief Officer would provide a further update to the next meeting of the Joint Board on 24 May 2019; the report to include clarification on where responsibility for support for carers lay where caring was undertaken which cut across more than one local authority area.	Chief Officer, Edinburgh Health and Social Care Partnership	August 2019	This action is included within the Carer's Strategy report to the August 2019 meeting (paragraph 17 and recommendation 3(g))
18	2019/20 Financial Plan	29-03-19	1) To remit to the Chief Officer, in consultation with the Chair and Vice-Chair, to determine if an additional meeting of the Joint Board was required pending the outcome of discussions with the Council and NHS Lothian.	Chief Officer, Edinburgh Health and Social Care Partnership	June 2019	Recommended for closure 1) A briefing note on the progress against savings target was

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			<p>2) To agree that a framework for a medium term financial strategy be developed and presented to the next meeting of the Joint Board on 24 May 2019; the report to also include information on the level of funding in the Joint Board's reserves not yet targeted and funding which had already been committed by the Joint Board.</p> <p>3) To agree that a paper be submitted to the next meeting of the Joint Board on 24 May 2019 on funding plans for the following Scottish Government projects: Seek, Keep & Treat Framework and Action 15</p>			<p>circulated to the EIJB on 12 August, therefore it is recommended that this action is closed. This action will also be discussed as part of September development session.</p> <p>2) This was addressed as part of the development session in May, therefore it is recommended that this action is closed.</p> <p>3) Reported to the June 2019 meeting of the IJB (items 6.3 and 6.4)</p>

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21	Primary Care Transformation Programme	24-05-19	1) To agree that a workshop would be arranged on the Primary Care Transformation Programme. 2) To agree that the next report to the Joint Board would include more details on how the Programme was being delivered and its impact on stakeholders	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019	David White arranging a workshop on Primary Care
22	Ministerial Strategic Group Update	24-05-19	To agree to the self-assessment and actions set out and to ask the Chief Officer to develop the action plan with partners for implementation and report on this before the end of March 2020	Chief Officer, Edinburgh Health and Social Care Partnership	March 2020	
22	Older People Joint Inspection Improvement Plan	24-05-19	To agree that the Improvement Programme would be brought back to the Joint Board following approval by NHS Lothian and the City of Edinburgh Council.	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019	
23	Update on the 2019 Health and Social Care Grants Programme	24-05-19	To agree that a briefing note outlining the scoping and criteria for the allocation of the innovation fund, and the membership of the sub-group of the Grants Review Steering Group, would be circulated to members.	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019 June 2019	

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24	Evaluation of 2018/19 Winter Plan	21-06-19	To agree that a briefing note on the Day of Care Audit would be circulated.	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019	
25	Finance Update	21-06-19	<ol style="list-style-type: none"> 1) To agree that a report would be presented to the Joint Board in August 2019 outlining options for achieving a balanced budget and would include a range of alternative scenarios. 2) To agree that clarification would be sought regarding the Scottish Government's position on unspent allocated funding to the Joint Board. 	Chief Officer, Edinburgh Health and Social Care Partnership	September 2019 August 2019	Recommended for closure – a briefing note on the progress against savings target was circulated to the EIJB on 12 August, therefore it is recommended that this action is closed.
26	Committee Terms of Reference and Good Governance Handbook	21-06-19	To agree that each committee would comment on the Terms of Reference at the end of the first cycle and this would be reported back to the Joint Board within two cycles.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2019 October 2019	

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27	IJB Risk Register	21-06-19	To continue consideration of the report to the meeting of the Joint Board in August 2019.	Chief Officer, Edinburgh Health and Social Care Partnership	August 2019	On the agenda for the 20 August 2019 meeting.